



ISIS HR Quick Tips

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Scheduling for Civil Service Data Integrity Training now available through ISIS HR Learning Solutions (LSO)

*How can I schedule myself to attend a training
class given by the Data Integrity Unit?*

All classes provided by the Data Integrity Unit can now be scheduled through the ISIS HR Learning Solution (LSO) module available through Louisiana Employees Online (LEO). To access the training classes in LSO, log into LEO, click the “My Work” tab, then “Training”, “Statewide Courses”, “Civil Service Courses”, and then lastly, the course you want to schedule. The classes currently offered are:

- ISIS HR Entry Guidelines
- Data Integrity In-Depth
- Civil Service Requirements for Organizational Management

These classes are generally given every quarter in the Baton Rouge area. Classes outside of the Baton Rouge area are given on an as-needed and requested basis.

Employees that do not have access to ISIS HR LEO and LSO can e-mail Lanee Brown at Lanee.Brown@la.gov requesting registration for a class. The e-mail should include the employee’s name, personnel number, e-mail address, date and time of the course and course name. Classes will be filled on a first come, first served basis.

Questions? Call the HRIS Program Consultant at (225) 219-9439